

CHIEF, GANG SQUAD
ES-905
DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
WASHINGTON, D.C.
VACANCY ANNOUNCEMENT NUMBER - 08-CRM-SES-03

About the Office: The Criminal Division (CRM) develops, enforces, and supervises the application of all federal criminal laws except those specifically assigned to other divisions. The Division and the 93 U.S. Attorneys have the responsibility for overseeing criminal matters under the more than 900 statutes as well as certain civil litigation. Criminal Division attorneys prosecute many nationally significant cases. In addition to its direct litigation responsibilities, the Division formulates and implements criminal enforcement policy and provides advice and assistance. For example, the Division approves or monitors sensitive areas of law enforcement such as participation in the Witness Security Program and the use of electronic surveillance; advises the Attorney General, Congress, the Office of Management Budget and the White House on matters of criminal law; provides legal advice and assistance to federal prosecutors and investigative agencies; and provides leadership for coordinating international as well as federal, state, and local law enforcement matters.

Responsibilities and Opportunity Offered: The candidate will serve as the Chief, Gang Squad, reporting under the general supervision of the Assistant Attorney General and direct supervision of a Deputy Assistant Attorney General. The Chief is responsible for oversight, management, and day-to-day direction of a specialized group of federal prosecutors charged with developing and implementing strategies to attack the most significant national and international gangs in the United States.

MAJOR DUTIES:

The Gang Squad Chief manages the prosecution of select gang cases of national and international importance, and also formulates policy, assists and coordinates with USAOs on legal issues and multi-district cases, and works with numerous domestic and foreign law enforcement agencies to construct effective and coordinated prevention and enforcement strategies.

Gang Squad prosecutors work hand-in-hand with the National Gang Targeting, Enforcement, and Coordination Center (GangTECC) and the National Gang Intelligence Center (NGIC) and the interaction of prosecutors, investigators and intelligence analysts to comprehensively target and coordinate multi-jurisdictional and international gang investigations and prosecutions and develop strategies to disrupt and dismantle these organizations.

- Works closely with agents and analysts located at the National Gang Intelligence Center (NGIC) and the Gang Targeting, Enforcement and Coordination Center (GangTECC) in a collective effort to target and dismantle the most serious gang related threats nationwide.
- Works closely with agents and analysts located at the National Gang Intelligence Center (NGIC) and the Gang Targeting, Enforcement and Coordination Center (GangTECC) and the interaction of prosecutors, investigators and intelligence analysts to comprehensively target and coordinate multi-jurisdictional and international gang investigations and prosecutions and develop strategies to disrupt and dismantle these organizations.
- Coordinates the efforts of the Gang Squad with those of the United States Attorney in gang-related matters. The Chief must continually exercise discretion in connection with prosecutorial recommendations which involve difficult and complex questions of law, fact and policy. The incumbent advises the Assistant Attorney General of the status of important cases as well as complex legal and policy questions. The Chief is also called upon to counsel and assist the Attorney General and the Deputy Attorney General in connection with gang matters. The incumbent represents the Gang Squad in consultation with senior law enforcement personnel at various federal agencies.
- Represents the Division at intra-departmental and interagency meetings and briefings for Congressional staff and members. Represents the Department of Justice at international meetings, often with high-level foreign officials. Briefs the Attorney General and Deputy Attorney General on international issues and law enforcement relations with particular countries.

- Serves as an advocate for the financial, human, and technical resource allocations to the section under the incumbent's leadership. Works closely with the Office of Administration to ensure that resource enhancements necessary for proposed priorities are identified and justification for additional funding is prepared to ensure adequate funding levels.
- Monitors activities to ensure that resources appropriated by Congress are properly obligated and effectively monitored to accomplish strategic and annual performance goals. Uses efficient and cost-effective approaches to integrate technology into the workplace, improve program effectiveness and enhance decision-making while promoting information sharing and protecting privacy interests.
- Demonstrates a strong commitment and support for the Division's equal employment policies and programs to enhance workforce diversity. Advocates merit promotion principles in all aspects of personnel hiring, promotions, training and development and retention. Sustains an organizational culture which encourages accountability, motivation and peak performance.

MANDATORY QUALIFICATIONS:

Applicants for this position **must** provide a narrative that demonstrates strong possession of all professional/technical skills listed below **AND** a narrative describing successful performance and creative leadership in prior managerial positions for each of the five Executive Core Qualifications (ECQ's) as established by the U.S. Office of Personnel Management (OPM) outlined below under Executive/Managerial Requirements. The ECQ's are designed to assess executive experience and management potential, not technical expertise. OPM's Guide to Senior Executive Service Qualifications can assist you in writing an effective SES application. The Guide is available on OPM's Website at: <http://www.opm.gov/ses/handbook.html>

Professional/Technical Requirements:

- 1) Experience in developing and litigating complex Federal criminal matters involving violations of the federal racketeering, violent crime, and narcotics and related laws;
- 2) Thorough knowledge of Federal regulatory and investigatory agencies, on-going programs and key national goals and priorities relating to enforcement of federal racketeering, violent crime, and narcotics and related laws;
- 3) Significant experience in supervising the development and prosecution of Federal criminal cases and reviewing the work products of attorneys;
- 4) Ability to formulate and implement Departmental policies on all matters pertaining to assigned areas;
- 5) Ability to establish and maintain harmonious relationships with the public, members of Congress, Federal officials and foreign partners; and
- 6) Knowledge of intelligence community/law enforcement information sharing issues.

Specialized Education:

You must be a graduate from a law school accredited by the American Bar Association and be a member in good standing of a state, territory of the United States, District of Columbia, or Commonwealth of Puerto Rico bar.

EVALUATION:

Candidates will be evaluated on the **professional/technical requirements** identified above based on their total background, i.e., education, training, self-development, awards, outside activities, performance appraisal, as well as work history. If candidates are found to possess all technical requirements, they will then be evaluated based on the **Executive Core Qualifications** as established by the U.S. Office of Personnel Management (OPM) outlined below.

Executive/Managerial Requirements:

ECQ 1 - LEADING CHANGE. This core qualification encompasses the ability to develop and implement an organizational vision, which integrates key national and program goals, priorities, values, and other factors. Inherent to it is the ability to balance change and continuity--to continually strive to improve customer service and program

performance within the basic Government framework, to create a work environment that encourages creative thinking, and to maintain focus, intensity and persistence, even under adversity.

- Leadership Competencies: Creativity & Innovation, Continual Learning, External Awareness, Flexibility, Resilience, Service Motivation, Strategic Thinking, Vision

ECQ 2 - LEADING PEOPLE. This core qualification involves the ability to design and implement strategies, which maximize employee potential and foster high ethical standards in meeting the organization's vision, mission, and goals.

- Leadership Competencies: Conflict Management, Cultural Awareness, Integrity/Honesty, Team Building

ECQ 3 - RESULTS DRIVEN. This core qualification stresses accountability and continuous improvement. It includes the ability to make timely and effective decisions and produce results through strategic planning and the implementation and evaluation of programs and policies.

- Leadership Competencies: Accountability, Customer Service, Decisiveness, Entrepreneurship, Problem Solving, Technical Credibility

ECQ 4 - BUSINESS ACUMEN. This core qualification involves the ability to acquire and administer human, financial, material, and information resources in a manner which instills public trust and accomplishes the organization's mission, and to use new technology to enhance decision making.

- Leadership Competencies: Financial Management, Technology Management, Human Resources Management

ECQ 5 - BUILDING COALITIONS/ COMMUNICATION: This core qualification involves the ability to explain, advocate and express facts and ideas in a convincing manner, and negotiate with individuals and groups internally and externally. It also involves the ability to develop an expansive professional network with other organizations, and to identify the internal and external politics that impact the work of the organization.

- Leadership Competencies: Influencing/Negotiating, Interpersonal Skills, Oral Communication, Partnering, Political Savvy, Written Communication

Travel: Domestic and international travel.

Salary Information: \$114,468 - \$172,200*

*SES pay is determined within the pay range, commensurate with experience, superior leadership qualifications, and/or other competencies consistent with the agency mission, contingent on Department pay-setting rules and its current cap of \$158,500.

Location: Office of the Assistant Attorney General
Criminal Division, Washington, D.C.

How to Apply:

To receive consideration, applicants must submit:

- (1) A resume which includes descriptions of relevant work experience.
- (2) A separate supplementary statement addressing each of the Professional/Technical **and** Executive/Managerial Requirements listed above. Individuals who are current or former Career SES members (approved by OPM and have completed an initial probationary period) need not submit an Executive Core Qualifications statement. Applicants must meet qualification requirements by the closing date of the announcement.
- (3) If you are a current or recent Federal employee, you must submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect **and** a copy of your latest Notification of Personnel Action (SF-50).

Preference is to receive an application via e-mail at SES.CRMJOBS@USDOJ.GOV or faxed to (202) 353-0775. Applications must be **received by the closing date** to receive consideration.

Mailed applications **MUST BE RECEIVED BY CLOSING DATE** at:

Department of Justice/Criminal Division
McPherson Square, P.O. Box 27599
Attn: Renee Caputo
Human Resources Management Staff,
Bond Building, Suite 5000
Washington, DC 20038

CONTACT: Renee Caputo

CONTACT PHONE: 202-353-0797

E-MAIL: SES.CRMJOBS@USDOJ.GOV

FAX: 202-353-0775

TDD: 202-305-2918

OTHER INFORMATION:

- The managerial qualifications of a selectee who is not a current or former career Senior Executive Service (SES) employee must be approved by the Office of Personnel Management (OPM) before appointment. In addition, individuals entering the SES career service for the first time are subject to a one-year probationary period.
- If the selectee is not a current employee of the Offices, Boards, or Divisions of the U.S. Department of Justice, he/she will be required to submit to a urinalysis to screen for illegal drug use prior to appointment.
- Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism.
- The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, and to ensure that persons with disabilities have every opportunity to be hired and advanced.

Internet Sites: This and other attorney vacancy announcements can be found at <http://10.173.2.12/oarm/attvacancies.html>

For more information about the Criminal Division, visit the Criminal Division Web page at:
<http://www.usdoj.gov/criminal/>

Department Policies:

The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination based on color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, status as a parent, membership or nonmembership in an employee organization, or personal favoritism. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973 to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

There is no formal rating system for applying veterans preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans preference are encouraged to include that information in their cover letter or resume

and attach supporting documentation (e.g., the DD 214 or other substantiating documents) to their submissions.